IowAccess
Project Team 8 DRAFT Meeting Minutes
Thursday, October 23, 1997
Grimes Building
Des Moines, Iowa

Project Team Present
Marty Adkins, *US Department of Agriculture*
Bernie Hoyer, *Iowa Department of Natural Resources*
David Plazak, *Center for Transportation Research and Education*
Roger Patocka, *Iowa Lakes Community College*
Bill Schuman, *Iowa Department of Transportation*

Staff
Tori Squires, *State Public Policy Group*

GIS Coordinator
Adkins noted that he, Plazak, and Squires met with David Arringdale and Stu McDaniel of ITS to discuss hiring a GIS Coordinator. An announcement of the opening position will be out next week and posted on the web. Adkins noted that a group needs to be formed to review applicants to the position. It was suggested that Bernie Hoyer, Bill Schuman, and Harold Jensen be a part of this group. Hoyer and Schuman agreed to serve on this group and Plazak will ask Jensen to serve.

GIS Clearinghouse
It was noted that ITS is also working on identifying a employee to spend half of her/his time as the GIS Clearinghouse manager. The Clearinghouse manager and the Coordinator will probably begin their duties at approximately the same time.

Executive Order
Plazak stated that he and Dave Arringdale are working with the Governor's Office and the Iowa Department of Management on the Executive Order to formalize the IGIC. Hoyer noted that he has submitted his comments on the E.O. to Plazak and Squires.

Education Curriculum
After discussion, the team decided that it will determine which educational institutions are interested in serving on a group to put together GIS training materials. Patocka will put together a letter to be mailed within the next

two weeks to the IGIC mailing list asking for interested institutions to respond.

It was noted that the following are critical components to the education curriculum:
•train-the-trainer
•continuing education
•education for all levels
•involvement of the private sector

A number of educational topics were also discussed. These included:
•how local governments can put together GIS projects
•learning about the GIS Clearinghouse
•how to develop metadata
•help local governments implement concepts of GIS

It was determined that the following educational trainings should be the top priority of the project:
        •local governments
        •policymakers

The project determined that the trainings should be conducted next spring with an evaluation occurring after.